(21) Review section I of mobilization tables of distribution and allowances (MOBTDA).

(22) Implement and ensure continued TAADS-R support for the CENDOC process.

g. Supervise and provide force management guidance to the CDR, USAFMSA.

2–2. CDR, U.S. Army Force Management Support Agency (USAFMSA)

CDR, USAFMSA will—

a. Be the ODCSOPS executive agent for the BOIP, TOE, and MARC development systems, the Equipment Usage Management Program, and TAADS-R.

b. Formulate TOE system policies, plans, and programs for ODCSOPS approval. Manage and enforce approved policies, plans and programs.

c. Develop and coordinate draft TOE (DTOE) for ARSTAF approval.

d. Conduct periodic cyclic reviews of published TOE files not less than every three years to ensure they reflect current policy and doctrine and support current Army needs. This will include updating all doctrinally sound TOEs that have MTOEs modeled after them.

e. In coordination with HQDA staff, develop and maintain the ATDP. Coordinate directly with MACOMs and other affected agencies for review of all DTOEs.

f. Review and evaluate all proposed TOE changes. Coordinate requests for TOE changes with the affected MACOM and proponent schools. Recommend approval to HQDA if appropriate.

g. Publish a consolidated TOE update (CTU) at least once per year or as otherwise directed by ODCSOPS.

h. Provide the supporting information and analysis with DTOE packages.

i. Maintain an auditable record of all changes to an approved TOE.

j. Monitor, analyze, and coordinate the BOIP system with all development commands and the HQDA staff.

k. Develop, monitor, and analyze for effectiveness a BOIP tracking system in coordination with combat and materiel developers to ensure timely processing of BOIP requirements.

l. Develop, process, and forward BOIPs for staffing and approval by the ODCSOPS and to DCSPER and U.S. Total Army Personnel Command (PERSCOM) for an operator and maintainer decision. Provide ODCSOPS approved BOI for publication on the FMBB.

m. Send TDA and JTA data to the Director of Information Management (DOIM), Fort Leavenworth, KS, after each management of change window for use in developing and updating BOIP.

n. Serve as the office of record for BOIP.

o. Process requests for documentation of line item number (LIN).

p. Perform the following during BOIP development:

(1) Review BOIPFD/QQPRI for validity, completeness, accuracy, and compatibility in conjunction with the combat developer.

(2) Forward BOIPFD/QQPRI for BOIP development.

(3) Coordinate through the Total Asset Visibility (TAV) system with materiel developers to determine if the type classification (TC) date, first unit equipped date (FUED), cost projection, developer codes, and type BOIP are still valid.

(4) Update the BOIP development schedule (BDS).

(5) Provide guidance to other combat, BOIP, and training developers; personnel proponents; and MACOMs for development of BOIP and supporting documentation.

(6) Publish detailed procedures for BOIP development.

(7) Provide the BOIP master file to HQDA and MACOMs at least annually or as otherwise directed by ODCSOPS.

q. Act as ODCSOPS executive agent for the MARC program and perform the following:

(1) Develop in coordination with the HQDA staff and U.S. Army Training and Doctrine Command (TRADOC), MARC policy and guidance for ODCSOPS approval.

(2) Recommend approval/disapproval or direct change to MARC documents and resulting criteria.

(3) Ensure that MARC policy and approved criteria are updated as required.

(4) Manage the MARC program.

(5) Review application of MARC to TOE and MTOE.

(6) Resolve procedural, technical, and operational MARC issues raised by the HQDA staff or the field and submit to ODCSOPS for final approval.

(7) Provide point of contact (POC) for and recommend to the ODCSOPS distribution of MARC resources.

(8) Develop MARC documents and criteria in accordance with the guidance in this regulation.

(9) Manage and review the MARC program for submission of MARC documents conducted by the respective proponent MARC developer agencies, including the Army Medical Department Center and School(AMEDDC&S).

(10) Develop procedures and databases in support of CS and CSS manpower requirements criteria development.

(11) Publish a prioritized MARC document schedule for CS/CSS functions which ensures that approved and required new MARC are reviewed and/or revised at least once every three years. Measure the due date from the last DA approval date of the current MARC.

(12) As needed, convene an implementation working group to address and resolve MARC-related issues. This working group will be comprised of, as a minimum, representatives of the offices of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA(M&RA)), DCSLOG, DCSOPS, and DCSPER, HQ, U.S. Army Materiel Command (AMC), HQ, TRADOC, and AMEDDC&S.

(13) Establish and implement a review process for each final MARC study document (MSD) and provide the HQDA staff a copy of each for review.

(14) Provide recommendations on the completed MARC documents when HQDA staff concerns have been resolved in accordance with milestone in the MARC Program Schedule.

(15) Maintain the MARC Maintenance Data Base (MMDB). On request provide reports by LIN and MOS sequence.

(16) Serve as the DA office of record for approved MARC studies.

(17) Provide HQDA review and representation, as appropriate, to AMC MSC maintenance data review panels (MDRP) that impact on the MMDB.

(18) Oversee the approved process for MARC development plans(MDPs) and MARC review documents (MRDs).

(19) Provide approved MARC to Commandant, AFMS for publication on the FMBB.

r. Prepare all CTA manuscripts for publication.

s. Resolve controversial issues arising from CTA proponent/functional proponent review and submit unresolved issues to the ODCSOPS for decision.

t. Approve all CTAs for publication.

u. Formulate, develop and propose CTA policy to the ODCSOPS.

v. Manage the Equipment Survey Program (AR 570–7) as executive agent for the ODCSOPS.

w. Implement CENDOC and recommend CENDOC policies and assist in developing plans and programs for ODCSOPS approval. Manage and enforce approved policies, plans and programs.

x. Act as executive agent for the operation of the TAADS-R and perform the following:

(1) Monitor MACOM documentation of approved position classification and grading standards.

(2) Discipline the documentation, planning, accounting, and requirement determination processes.

(3) Provide support and analysis to the force development and integration process.

(4) Implement the Centralized Manpower Staffing Standards System (MS-3).

(5) Conduct organizational and manpower studies.

(6) Implement, manage, and maintain the centralized documentation of the Army force structure.

(7) Provide functional management over current and emerging

automatic data processing (ADP) systems in support of the force development and documentation processes.

(8) Maintain and distribute the standard work center code(SWCC) edit used in TAADS-R.

(9) Perform technical review of Active Army and Reserve Component (RC) MTOE and TDA.

(10) Develop MTOEs for all Active Army and RC MTOE organizations under the CENDOC concept.

(11) Provide a foundation for manning the force, quantitatively and qualitatively, principally through detailed manpower requirements determination programs such as MARC, manpower staffing guides, organizational and manpower studies, and the MS3.

(12) Review manpower staffing standards for compliance with AR 570–5, to include the ARNG and USAR .

(13) Develop TAADS-R policies and procedures pertaining to TAADS-R Section II, Personnel. Develop and maintain systems and procedures for determining TDA personnel requirements.

(14) Maintain the manpower budget (program budget guidance(PBG)) position in SAMAS and perform ADP system administration functions for SAMAS.

(15) Provide operational support to the ASA(M&RA) for the management of Army Headquarters Management Activity (AMHA) and for the preparation of the manpower portion of The President's Budget AMHA exhibit.

(16) Maintain the Troop Program Sequence Number (TPSN) Program,(see AR 18–19), for ODCSOPS.

(17) Maintain and distribute current files of all authorization documents (MTOEs and TOEs). Furnish authorization documentation data to HQDA and agencies/activities using TAADS.

(18) Prepare section III of TDA for Army elements of joint service organizations and separate Defense agencies and activities and enter into TAADS-R.

(19) Monitor HQDA and MACOM UICIO. Ensure that a HQDA UICIO is assigned within USAFMSA as proponent agent of ODCSOPS.

(a) Use the U.S. Army Command and Control Support Agency(USACCSA) database at HQDA, which will provide data listings as required.

(b) Coordinate with other UICIOs and TAADS-R activities processing SORTS related data.

(c) Submit required reports per JCS Publication 1–03.3, chapter III, to HQDA and JCS.

(20) Serve as functional proponent for use, maintenance and updating of systems files and manpower requirements standards.

(21) Enforce approved policy in the documentation of manpower, personnel, and equipment requirements and authorizations for all Army organizations through standardization and improved management of changes to the documentation database.

(22) Provide updates of model output and enhancements made to the U.S. Army Concepts Analysis Agency (USACAA) for use in future studies.

(23) Review sections II and III of MOBTDAs.

y. Review and provide comment to DAMO-FD on all Army concept plans.

z. Analyze MTOE concept plans submitted according to chapter 7, section III, to determine organizational trends, provide comments to DAMO-FD and implement HQDA approved revisions to MTOEs, BOIPs, and incremental change packages (ICPs), as appropriate.

Section II
Headquarters Department of the Army (HQDA)Staff and Support Agencies

2–3. Headquarters Department of the Army (HQDA)staff and support agencies
HQDA staff and support agencies will—

a. Perform area-of-interest (AOI) reviews of DTOEs, BOIPs, and MARC studies, as appropriate, and provide input to USAFMSA.

b. Review BOIP, QQPRI, DTOE, and MARC studies as requested, in support of ODCSOPS. Provide recommendations to the appropriate OI, FI, SI, or DI regarding the BOIP, DTOE, and MARC studies and to PERSCOM regarding the BOIPFD/QQPRI.

c. Support MOBREPS as required.

d. Review, for adequacy and policy compliance, the organizational structure and personnel and equipment recorded in authorization documents to perform functions for which they are the proponent.

2–4. Assistant Secretary of the Army Financial Management and Comptroller (ASA(FM&C))
The ASA(FM&C) will—

a. Participate in developing TAADS-R policies and procedures pertaining to Army management structure code (AMSCO).

b. Develop and publish AMSCO. Distribute AMSCO edit file tapes.

c. Review for adequacy and policy compliance the organizational structure and personnel and equipment recorded in authorization documents to perform functions for which the ASA(FM&C) is proponent.

d. With the U.S. Army Cost and Economic Analysis Center as the agent, provide Army Cost Factors and the Forces and Organization Cost Estimating System (FORCES) model to force developers upon request.

2–5. Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA(M&RA))
The ASA(M&RA) will—

a. Review TDAs to assure conformance with internal Army policy and external policy guidance during each phase of the planning, programming, budgeting, and execution system (PPBES).

b. Review proposed changes to HQDA approved TOEs and provide recommendations to the DCSOPS.

c. Review DTOEs and draft TDAs in military and civilian personnel functional areas in accordance with existing military and civilian personnel management policy guidance and provide guidance to the DCSPER and recommendations to the DCSOPS.

d. Conduct an ongoing review of published TOEs, MTOEs, and TDAs to assure conformance with existing military and civilian personnel policy guidance and TAADS-R documentation guidance.

e. Establish military and civilian personnel oversight policies that will support the ASA (M&RA) military and civilian proponency for all Army human resources and ensure those policies provide continued support for the Army's Force Modernization Program.

f. Coordinate with ODCSOPS those policies required for exercising policy management oversight and review of data contained in the QQPRI documents.

g. Maintain oversight of the PERSCOM operator and maintainer decisions to assure their conformance with existing personnel policy guidance.

h. Monitor the DCSPER decisions for QQPRI and approved operator and maintainer decisions for conformance with existing policy guidance and senior level decision making during all phases of the PPBES.

i. Review and monitor all manpower and personnel integration(MANPRINT) materiel acquisition plans and activities to assure conformance with military and civilian manpower and personnel support for the BOIP, equipment fielding plans, major weapon systems fielding plan and the fielding of each major weapon system.

j. Exercise approval authority for section II (personnel) for all TDA TAADS-R documents and policy management oversight authority for the DCSPER approval authority for section II (personnel) of all MTOE TAADS-R documents.

k. Maintain policy management oversight review authority of grade and skill detail of military authorizations and the Army's ability to fill those authorizations.

l. Maintain policy management review authority over the DCSPER implementation guidance on the enforcement of policies governing military position authorizations.

m. Maintain policy management review authority over MARC